

Opportunity X Volunteer Position Description

www.opportunityx.org

Volunteering Signup Form: <https://forms.gle/LSkqiMhyEg1gihBz9>

Roles & Responsibilities:

- School program:
 - Organize, lead, and carry out weekly workshops at one of our partner middle schools. (Most of our current school programs are after school from around 4 pm - 5 pm)
 - Collaborate with the School Program Leader to execute the school program smoothly and successfully.
 - Volunteers should be present at most weekly workshops.
 - For each workshop, volunteers will help prepare experiments and lesson plans, teach and work with students, and help guide students through their research projects.
- Publicity: work with Publicity Director to design promotional materials to promote Opportunity X on social media, school email list,
- Outreach: work with the Outreach Director to contact schools, libraries to enroll in our program.
- Fundraising: work with Fundraising Director to arrange fundraising events, apply for grants from large companies or organizations to cover the cost of operation
- Events planning: work with Events Director to organize science fair and summer camp

Requirements

- Volunteers should be in high school.
- Volunteers should have some background with science and/or research.

Time Commitment

- Approximately **2-3 hours / week**.

Other information:

- Volunteering for Opportunity X will make you eligible to apply to be on the **core leadership team** for the following school year.